Request for Proposals (RFP) for Computer-Aided Dispatch / Automatic Vehicle Location (CAD/AVL) System & Scheduling Software

RFP # 2022-930-1

Date of Issue: September 30, 2022

Due October 27, 2022, at 2:00 pm EST

General Information

The Biddeford-Saco-Old Orchard Beach Transit Committee (BSOOB Transit) is requesting proposals from qualified firms for the purchase of a Computer-Aided Dispatch / Automatic Vehicle Location (CAD/AVL) system and scheduling software as listed in the Scope of Work. This hardware, software and system procurement is directed by BSOOB Transit, and includes the optional deployment of a regional partner transit operator, South Portland Bus Service (SPBS).

Proposal Due Dates

Sealed proposals are due by 2:00 pm on Thursday, October 27, 2022, at the BSOOB Transit Office, 13 Pomerleau St., Biddeford, Maine 04005, at which time they will be publicly opened and read in the conference area of the BSOOB Transit Office. Bidders or their representatives may be present for the opening.

Please send all addendum requests to Marianne Walters at Mwalters@bsoobtransit.org. Addendums must be received by 4:00 pm on Monday, October 17, to be considered. All addendums will be advertised on the agency website, www.bsoobtransit.org under "More – RFP / Procurement" as they are received.

Bidders should understand that the submission of a bid represents an offer that may be accepted in whole by BSOOB Transit. The acceptance of a bid in whole constitutes the formation of a Contract.

A bid may not be withdrawn after the date and time of bid opening and no bids will be accepted after the deadline.

Bids can be mailed or hand delivered in a sealed envelope to the BSOOB Transit office, 13 Pomerleau St., Biddeford, ME 04005. **Bids will NOT be accepted via fax**.

Bids can also be emailed to mwalters@bsoobtransit.org with either a request to confirm receipt via email or a "read receipt" attached to the email submission.

Overview

BSOOB Transit is requesting proposals (RFP) from qualified candidates for a computer aided dispatch/automatic vehicle location (CAD/AVL) system, related components, and support services. Include in the proposal all software, equipment/hardware (or offer a vendor); product delivery, installation, configuration, warranty, training and licensing. Equipment must be new and must have a full warranty against material and workmanship defects. Proposals must include training for agency staff and manuals for operational and maintenance tasks.

BSOOB Transit intends to use the CAD/AVL system to improve the customer experience by offering a more informed and efficient experience that will allow for greater mobility throughout the service area. This project will enable BSOOB Transit to more efficiently manage the daily operations of its system, including accuracy in data collection and analysis to provide information to reduce operating costs.

This project will be facilitated by BSOOB Transit, with the primary goal of outfitting the BSOOB Transit fleet. There is another partner transit Agency, South Portland Bus Service, that may participate as funding becomes available.

Background

The fleet at BSOOB Transit consists of 21 revenue service vehicles that use a CAD/AVL system. This includes 6 seasonal trolleys that run from May through September; 15 buses that cover 5 routes through 6 communities. Drivers with fixed route vehicles (15) use two tablets, one as a component in the fare collection system, and another with ad-hoc operational support applications.

While not a requirement of proposals, BSOOB Transit is open to using existing hardware. Currently the fleet is equipped with the following onboard hardware:

- Tablets:
    - GETAC ZX70
    - Galaxy Tab SM-T387R4
- Router: Cradlepoint IBR 1700, M600 modem, other modem slot empty, 9-1 antennas
- Electronic Fare Card Readers
- SEON Camera systems that utilize the router to connect with a network server
- Luminator, Twin Vision, Aesys and/or Hanover Exterior Destination Signs
    - Pre-2021 fleet has either Luminator or Twin Vision signs
    - 2021 Prevost has Aesys signs
    - Proterra fleet equipped with Hanover signs
    - Hometown Trolley fleet is equipped with Luminator

Active BSOOB Transit Fleet List

Agency #	Year	Vehicle Manufacturer	Vehicle Model
17 (Z-7)	2010	El Dorado	TK
26	2010	El Dorado	TK
28	2004	New Flyer	D-36LF Transit
29	2010	El Dorado	TK
857	2008	Gillig	BRT
861	2008	Gillig	BRT
18	2002	MCI	D4500
7752	2021	Prevost	X-3-45
7753	2021	Prevost	X3-45
554	2022	Proterra	ZX5
555	2022	Proterra	ZX5
TBD	2023	Proterra	ZX5
TBD	2023	Proterra	ZX5
2159	2021	Home Town/Freightliner	MainStreet
2161	2021	Home Town/Freightliner	MainStreet
2162	2021	Home Town/Freightliner	MainStreet
2163	2021	Home Town/Freightliner	MainStreet
2164	2021	Home Town/Freightliner	MainStreet
2165	2021	Home Town/Freightliner	MainStreet
2666	2021	Home Town/Freightliner	MainStreet
2671	2021	Home Town/Freightliner	MainStreet

Shaded Trolleys used as seasonal vehicles. Trolley numbers 2165 and 2166 are in service for the #54 Downtown Circulator Route.

Network Profile

Schedule information as of 9.20.22

- 7 Fixed Routes (5 urban, 1 intercity, 1 commuter express)
    - 93 Weekday and Saturday trips
        - Span of Service 5:00 am – 10:45 pm
    - 71 Sunday Trips
        - Span of Service 5:30 am – 8:15 pm
- 3-4 Seasonal Trolley Routes
    - Operates during the summer months

Background South Portland Bus Service (Optional Deployment)

The fleet at South Portland Bus Service (SPBS) consists of seven revenue vehicles, which use CAD/AVL and electronic fare payment systems. In 2023, SPBS will add its 2011 Gillig's to its contingency fleet after delivery of two new Gillig buses in March 2023. SPBS intends to install the CAD/AVL System on its contingency fleet. SPBS also has two Ford Cutaways in its contingency fleet, which does not include any of the hardware listed below. Given the age of the cutaways, CAD/AVL is listed as optional for these vehicles.

South Portland Active & Contingency Fleet List

Agency #	Year	Vehicle Manufacturer	Vehicle Make
917	2011	Gillig	35' LF TK
919	2011	Gillig	35' LF TK
902	2014	Gillig	35' LF TK
901	2014	Gillig	35' LF TK
903	2016	Gillig	35' LF TK
904	2016	Gillig	35' LF TK
905	2022	Gillig	35' LF TK
906	2023	Gillig	30' LF
907	2023	Gillig	30' LF
110 (Optional)	2010	Ford	E-450SU
113 (Optional)	2010	Ford	E-450SU

Existing Hardware

- Clever Devices IVN
- Clever Devices TCH
- Electronic Fare Card Readers
- GETAC zx70
- Cradlepoint IBR 1700 M600
- Mobile Mark Antenna LTMG602
- Emtrac TSP emitters
- Luminator Exterior Destination Signs (2011 buses have Twin Vision hardware)

SPBS Network Profile

Schedule information as of 9.20.22

- 3 Fixed Routes
    - 85 Weekday Trips
        - Span of Service 5:00a – 11:30p
    - 57 Saturday Trips
        - Span of Service 6:30a – 11:30p
    - 33 Sunday Trips
        - Span of Service 6:30a – 6:30p

Scope of Work

Required

Computer Aided Dispatch/ Automated Vehicle Locator system that includes:

- Cloud based operation or browser based on-site SQL server
- Live bus tracking that uses real-time analytics for arrival predictions
- Live bus-tracking from dispatch computers and ruggedized mobile devices
- CAD/AVL ability to display the last known location of vehicles powered off
- CAD/AVL system provides for management of user preferences and rights
- Auto refresh rate of every one to five seconds for vehicle GPS locations (all cell provider data charges are to be included in the contract)
- Vehicle history tracking/historic playback
- CAD/AVL map displays should allow the user the following features:
    - display of road network
    - route path display for a single route and multiple routes that are distinguishable from one another
    - vehicle icon, direction of travel, and vehicle status
    - road distance tool and turn by turn navigation
    - user configured filters of what information to display for a vehicle
    - track a vehicle
    - viewing time-points on routes
    - viewing of stops on routes
    - viewing of vehicles schedule adherence
    - entering and displaying detours, accidents or road construction
    - able to accommodate deviation and flag stop requests as needed
- CAD/AVL provides dispatch alerts such as pop-up message whenever a bus goes off route or has not moved for the agency's configurable and selectable periods of time
- CAD/AVL provides capabilities, displays and tools for headway visualization and a means of displaying vehicle bunching or gapping that may require dispatch intervention
- CAD/AVL system provides dispatchers the ability to logon or logoff a vehicle operator
- CAD/AVL must have the capability to receive vehicle operator activated emergency alarms (audible and visual) and immediately display alarm information to dispatchers and the agency's defined staff
- Upon receipt from the vehicle to cancel the emergency alarm, the dispatcher shall have the ability to easily cancel the CAD/AVL emergency alarm mode
- CAD/AVL system is able to capture the agency's configurable incidents (such as emergency alarms, hard braking or vehicle impacts detected by the video system, etc.), save data related to incidents and create CAD/AVL supported reports.
- CAD/AVL system provides for vehicle and operator data replay selectable by specific vehicle, location and time periods
- Hardware must function during hot/cold temperature extremes

- Dispatch views, driver mobile data terminal (MDT) views need to provide relevant information without complex screen navigation
- Fixed route authoring:
    - Summarize the process of creating a route, adding stops, and applying schedules
    - Describe flex-route / micro-transit specific features
    - Describe how deviation zoned are added for a Flex-route
    - Describe GTFS Export / Import options and methods GTFS data can be made available to 3rd parties on-demand
- Real-time GTFS 2.0 (or highest available version at time of deployment) with an open API with the ability to integrate into third party applications such as Google Transit and the Transit app. Vehicle seating capacity availability would be beneficial as well (see section on next page relating to GTFS Best Practices)
- Unique driver log in for operational reporting
- Route selection
- Next stop arrival times
- Manual ridership counting if needed
- Integration to / or replacement of exterior destination signs and installation of interior digital scrolling text display signs
- Integration with or replacement of digital departure signage
- Internal and external audio announcements with automated pre-set messages at designated locations, automated voice announcements (AVA)
- Ability to integrate with customer facing infotainment displays
- Driver-facing screen that presents next stop information, and direction on time to leave stop
- Audio announcements and signage must be ADA compliant
- Automated passenger counters (APC) installed at all passenger entry/exit doors and tracking of boardings and alightings
    - Reports including ridership by stop and route for specific periods (annually, monthly, weekly, daily, hourly or by minute)
    - NTD Certification required
    - Ridership by routes and stops in summary and detail for specific periods
- Desktop dashboard reporting of all integrated data from the CAD/AVL/APC system
- On time performance, schedule adherence, and route adherence

Scheduling System, Scheduling Engine, Scheduling View

Summarize general functionality of scheduling system based on the following components:

- Route Timetabling
    - Route timetables integrate with vehicle/operator scheduling interface
- Manifest – on Mobile Data Terminal / Driver Interface
    - Fixed-route: by driver, vehicle, route assignment, stop order
    - Fixed route: innovation method of showing deviations
- Schedule:
    - Fixed-route interlining

    - Fixed-route on time performance monitoring
- Driver – run cutting algorithm and work rule parameters
- Vehicle – fixed route vehicle recommendation based on capacity/utilization
- Stops – ability to geo-code bus stop during creation
- Export of static GTFS feed in accordance with GTFS Best Practices (see next section for more details relating to GTFS).

If scheduling software is not part of the proposed CAD/AVL system, please provide a list of third party scheduling software vendors that are compatible with your system. If your CAD/AVL system is able to import scheduling data from GTFS static feeds, please include GTFS fields required.

GTFS

As described on GTFS.org, *"The General Transit Feed Specification (GTFS) is a data specification that allows public transit agencies to publish their transit data in a format that can be consumed by a wide variety of software applications. Today, the GTFS data format is used by thousands of public transport providers. GTFS is split into a schedule component that contains schedule, fare, and geographic transit information and a real-time component that contains arrival predictions, vehicle positions and service advisories."*

The GTFS specification is an evolving standard with frequent changes to the published spec to improve and expand the uses and capabilities of GTFS feeds. Please include a detailed description of your company's adherence to GTFS Best Practices and strategies for keeping pace with changes to the spec and new extensions. Include sample feeds with this proposal and a description of how feeds are maintained and exported.

Training and customer support that provides:

- A comprehensive training program that prepares BSOOB Transit personnel for operation, administration, and elementary troubleshooting of the CAD/AVL system.
- Training by the contractor should include, but not limited to:
    - CAD/AVL System administration training
    - CAD/AVL System user training
    - Schedule creation and update training
    - Operator training
    - Road supervisor training
    - Report generation training
    - Maintenance training
- Staging environment on which system changes can be easily tested on vehicles prior to launch

Contractor Responsibilities for the CAD/AVL system project includes and is not limited to:

- System engineering and design
- Data storage is redundantly stored to protect against full/partial data loss and system downtime. Minimum data storage and retention capability must be identified in the proposal

- Initialization of the CAD/AVL system with existing vehicle data, vehicle operator data, bus stop locations, landmark locations and names, work rules, etc.
- Integration of all hardware, software, wireless and firmware into an operational system
- All equipment needed to implement a complete functioning system
- Equipment must be capable of operating consistently in BSOOB service area, including cold and snowy winter months and hot summer months. Include the operating temperature range and any other weather-related limitations
- Installation, data initialization, start-up, and checkout of the CAD/AVL system
- Engineering, programming and other technical support/customer support to BSOOB Transit during the contract period
- Software upgrades included
- Complete documentation, in advance, when possible, for all contractor-provided training, hardware and software
- Contractor is responsible for contracting all equipment vendors with which the CAD/AVL system will need to integrate
- Contractor is responsible for paying for all time and material that is required for a vendor to integrate their software and equipment to the CAD/AVL system
- Include warranty minimum of 2 years; parts and labor included; next business day or mail-in repair service
- A functional performance test is required to completely verify that all the specified and proposed features and functions of the CAD/AVL system hardware, software, and firmware are properly designed and implemented. BSOOB must be present at all tests and may perform hands-on actions of the test procedures.
- Selected vendor must provide a 3-year hardware pricing agreement. Optional components of this system may be purchased over a 3-year period.

Optional Considerations

- Current passenger loads and vehicle location visible to both dispatch and the public
- Ability for BSOOB Transit staff to efficiently make revisions to routes, stops and announcements and push to vehicles same day
- CAD/AVL system provides means of text messaging between dispatch and the driver operator. Text messaging should provide for canned and custom messages and responses. The system provides for text to voice technology enabling dispatchers to text a message that an operator should hear in a vocal format.
- CAD/AVL proposal must be able to provide the maintenance department and the dispatch office a large display screen, displaying all active transit routes and current location of fleet vehicles operating those routes
- Provide a single-point log in to the system for driver and dispatch staff
- System provides dispatchers the ability to logon or logoff a vehicle operator remotely
- Bus resource allocation (digital bus board) allowing fleet maintenance and dispatch to assign vehicles by number, type, vehicle capacity as needed
- Integration of vehicle on board cameras with dispatch interface
- Traffic signal priority integration

Mobile app integration

- GPS/ real-time tracking for both internal and external applications with Trip planning functionality and mobile app and web integration
- Push notifications to riders

Automated Voice Annunciators that include:

- Ability for BSOOB Transit staff to program remotely and push to vehicles

Automatic Passenger Counters that include:

- Ability to count bicycle rack usage and wheelchair lift/ramp deployment

Full cloud-based reporting modules for all BSOOB Transit desktop users that include:

- Dwell time
- Missed stops
- Vehicle hours and mileage
- Quality assurance components must include:
    - Life cycle tracking, from initial report to resolution, and tracking of real-time changes
    - File linkage, such as video and PDFs
    - Custom templates for types of incidents, accidents, comments, and complaints
    - Public records interface

Maintenance Tracking and Automation

The maintenance tracking and automation component is a software system utilized by drivers and maintenance staff to automate and streamline reporting of maintenance issues. It can be part of the CAD/AVL system or separate; should utilize the same MDT hardware as the CAD/AVL system or be accessible from any Android or iOS phone.

- Integration with CAD/AVL and reporting components
- Automation of driver pre-and post-trip check (including compliance with Federal Motor Carrier Safety Administration regulations 392.7 and 396.11)
- Automation of tracking and reporting engine diagnostics
- Integration with existing maintenance software, or part of a vehicle asset management suite with similar features
- Driver Management
    - Ability to add driver attributes such as certifications, training, licensing
    - A list of training courses would be provided including the title of each course and description.

Agency Contact

The Purchasing Agent at BSOOB Transit will be the contract administrator until the time of award. Changes or additions made by anyone other than the Purchasing Agent will not be accepted or paid for by BSOOB Transit.

Vendor Contact

The Contractor shall provide a contact with authority to approve addendums request during installation and testing.

BSOOB Transit shall not be responsible for requests made by unauthorized personnel.

Evaluation Criteria

A BSOOB Transit Staff team will evaluate all proposals. The team will select the firm whose proposal is most advantageous to BSOOB Transit. Criteria includes:

Adherence to RFP Instructions
- Completeness
- Overall quality & Level of Professionalism

Company Information
- Financial Viability
- Organizational Structure
- Experience with Similar Companies
- Service Department
- References: include two with proposal
- Partnerships: include any subcontractors
- DBE Standing

Project Understanding
- Overall Comprehension of Project Objectives
- Understanding of Business Requirements

Requirements
- Completeness of Vendor Response
- Vendor Ability to Meet Requirements
- Timeliness to complete installation

Product Viability & History
- Technology is sustainable
- Product Development Life-Cycle

Vendor Software Demonstrations
- Solution is integrated
- Aligns with Company Objectives
- Third-Party Products Shown
- Ease of Use
- System Performance
- Flow & Simplicity
- Flexibility, Adaptability, Extensibility
- Ability to Answer Questions
- Application Robustness

Fee Summary
- Subscription fees
- Maintenance & software upgrade fees
- Purchase Timeline

Cost of products and services
- Initial product & service costs
- On-going technical assistance cost
- Life-cycle costs

Terms & Conditions
- Purchase Agreement details

Bid Performance

Contractor agrees to bear all costs incurred by BSOOB Transit arising from the failure of Contractor through omission or commission to comply with all Federal, State and local statutes, regulations, ordinances or rules. Contractor further agrees to hold BSOOB Transit harmless and to indemnify BSOOB Transit for these costs as well as all costs of collection, including but not limited to reasonable attorneys' fees.

If Contractor fails to fulfill its obligations under this Contract properly and on time, or otherwise violates any provision of this Contract, BSOOB Transit may terminate Contract by written notice to Contractor. The notice shall specify the acts of omissions relied on as cause for termination. BSOOB Transit shall pay Contractor fair, equitable compensation for satisfactory performance prior to receipt of notice of termination less the value of damages caused by Contractor's breach. If the damages are more than the compensation payable to Contractor, Contractor will remain liable after termination and BSOOB Transit may collect damages, including costs of collection and reasonable attorney's fees.

Equal Opportunity

BSOOB Transit is an equal opportunity employer and shall not discriminate against an applicant as to race, creed, age, sex, sexual preference, disability, national origin, religion, veteran status, political affiliation or any other basis prohibited by law. Vendors and contractors or their agents doing business with BSOOB shall not violate the above clause or the Civil Rights Act of 1964. Violations by vendors shall be reviewed on a case-by-case basis and may mean an automatic breach of contract. See Appendix B.

BSOOB has adopted a Minority Business Enterprise DBE/WBE Program. This program establishes a goal for DBE/WBE participation in BSOOB's total procurements.

Federal Transit Administration Clauses

Federal Transit Administration Clauses relevant to the procurement of materials and supplies are hereby incorporated into this specification by reference. Please see Appendix A for a listing of those clauses.

Bidders are required to submit written or printed proposals, signed by a person empowered to make all authorized decisions on behalf of the Bidder.

Bid Schedule

1.	Request for Proposals:	September 30, 2022
2.	Addendum Requests:	4:00 pm, EST October 17, 2022
3.	Final Proposals Due:	2:00 pm, EST, October 27, 2022
4.	Proposal Opening:	2:00 pm, PST, October 27, 2022
5.	Vendor Demonstrations:	November 1 through November 30, 2022
5.	Contract Award:	Within 60 days of opening

Additional Information

Bidders needing more information than is found in these specifications should contact:

Marianne Walters
Biddeford Saco OOB Transit Committee
13 Pomerleau Street
Biddeford, ME 04005
(207) 571-0617 or mwalters@bsoobtransit.org

Appendix A – Required Federal Transit Administration Clauses

1. Fly America
2. Buy America
3. Cargo Preference
4. Energy Conservation
5. Clean Water
6. Lobbying
7. Access to Records and Reports
8. Federal Changes
9. Clean Air
10. Recycled Products
11. No Government Obligation to Third Parties
12. Program Fraud and False or Fraudulent Statements and Related Acts
13. Termination
14. Government-Wide Debarment and Suspension
15. Privacy Act
16. Civil Rights
17. Breaches and Dispute Resolution
18. Disadvantaged Business Enterprises
19. Incorporation of Federal Transit Administration Terms

NOTE: *Not all of the above listed clauses are necessarily applicable to this purchase*.

Regulations governing purchases such as this may be found in the Code of Federal Regulations, online in 2 CFR Part 200.326 and Appendix II to 2 CFR Part 200.

Appendix B – CIVIL RIGHTS REQUIREMENTS

The following requirements apply to the underlying contract:

1. **Nondiscrimination** – In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, or disability. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.
2. **Equal Employment Opportunity** – The following equal employment opportunity requirements apply to the underlying contract:
    a. Race, Color, Creed, National Origin, Sex – In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
    b. Age – In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. §§ 623 and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
    c. Disabilities – In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the Contractor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

Appendix C – Disputes and Protests

Disputes

Biddeford Saco Old Orchard Beach Transit Committee will work with contractors and vendors to resolve disputes arising from its procurement of goods and services. If such disputes cannot be resolved through negotiation between the vendor and the Executive Director, The Board may render a decision on the matter.

Nothing in this policy mitigates the right of the vendor to seek legal remedy in a court of competent jurisdiction.

Biddeford Saco Old Orchard Beach Transit Committee may seek the assistance of the grantor agency in resolving disputes.

Protests After Bid Opening/Receipt of Proposals

Any party aggrieved by an award of a contract may protest to Biddeford Saco Old Orchard Beach Transit Committee, in writing, within 7 days after such aggrieved party knew or should have known of the facts giving rise thereto. Such protest shall include the detailed facts leading up to the protest. The Chairperson of the Biddeford Saco Old Orchard Beach Transit Committee is authorized to settle and resolve any protest relating to the solicitation or contract award. Protests received later than 30 days after bid opening or the receipt of proposals shall not be considered.

In the absence of a settlement, the Chairperson shall make his or her decision known, in writing, within one week of receipt of the protest. Such decision shall respond, in detail, to each substantive issue raised in the protest.

The written decision of the Chairperson shall be final, binding, and conclusive on the parties.

Protest should be sent to:

Chairperson
Biddeford Saco Old Orchard Beach Transit Committee
13 Pomerleau Street
Biddeford, ME 04005

Protests will only be entertained by the Federal Transit Admiration if the aggrieved party is alleging that Biddeford, Saco, Old Orchard Beach Transit Committee does not have, or is failing to follow, written protest procedures. The protester must deliver its appeal to the FTA Regional Administrator for the region administering its project or the FTA Associate Administrator for the region administering its project or the FTA Associate Administrator for the program office administering its project within 5 working days of the date when the protester has identified other grounds for appeal to FTA.

Transit Bus CAD/AVL System & Scheduling Software Pricing Quote

We, _____, agree to provide product and installation services as outlined in this RFP for BSOOB Transit, at the costs indicated on this Proposal Sheet.

Each proposal shall comply with the specifications and/or approved equals as outlined in this RFP and any supplemental information provided to us.

Authorized by: _____

Print name & title: _____

Date: _____/_____/2022

Total cost of Products for buses on Active Fleet List 2022	$_____
Total cost of Installation for buses on Active Fleet List 2022	$ _____
Total cost of Products and Installation.	$_____
Annual Operating Costs (subscriptions, up-dates etc.)	$_____

Provide and attach a separate bid sheet showing a per bus fleet cost. (Active Fleet List 2022.)

This separate bid breakdown sheet should include a cost per separate model of products and part numbers to be used on each bus fleet.

Warranty: The proposer warrants all material, products and labor for a period of:

_____

_____

_____

Are you DBE certified? _____

Notice of Intent to Bid on: Transit Bus CAD/AVL System & Scheduling Software

Firm: _____ WILL ___ WILL NOT ___ submit a bid to furnish the above-referenced product.
This request for information is being sent to you and to other product providers to assist us in determining who will be submitting a bid.

Whether or not you choose to submit a bid at this time, please return this form if you wish to be retained on our list of bidders.

___ We are not submitting a bid, but please keep us on your list of bidders.

___ You may remove us from your bidders list (NOTE: Firms who do not return this form will be automatically removed from our bidder list).

Contact Name: _____

Address: _____

City/State/Zip: _____

Telephone: _____ Fax: _____

Email address: _____

Please return this form immediately upon receipt (by mail or email) to:

Marianne Walters, Grants Program Specialist
Biddeford-Saco-Old Orchard Beach Transit
13 Pomerleau St.
Biddeford, ME 04005
mwalters@bsoobtransit.org

References

Reference 1:

Name of Organization	
Website Address	
Primary Contact	
Phone	
E-mail	
Service performed	
Date of service	

Reference 2:

Name of Organization	
Website Address	
Primary Contact	
Phone	
E-mail	
Service performed	
Date of service	

Report Ability to Meet Listed Requirements: Section A 1-6

Vendor Name _____

Representative_____

Requirements	Comments
1. Functionality	
2. Reporting	
3. Customer Information	
4. Scheduling Service Design	
5. Training and Customer Support	
6. Contractor Responsibilities	

Report Ability to Meet Optional Considerations: Section B 1-6

Vendor Name _____

Representative_____

Optional Considerations	Comments
1. Functionality	
2. Reporting	
3. Customer Information	
4. Scheduling / Service Design	
5. Training and Customer Support	
6. Contractor Responsibilities	